

MEMORANDUM OF AGREEMENT

Subject: Approval authorization for waiver from the contract review process conducted by the Office of the Attorney General ("OAG") for certain enumerated contract templates of the Connecticut Department of Children and Families ("Department").

Whereas, the OAG, as the chief legal officer of the State of Connecticut, reviews state legal documents as to legal form and sufficiency, which includes contractual agreements to which the state is a party; and

Whereas, the Department is an agency of the State of Connecticut whose mission is to protect children, improve child and family well-being and support and preserve families; and

Whereas, the Department seeks to accomplish its mission, in part, by partnering with other community based service providers through Purchase of Service contracts; and

Whereas, the Department desires to simplify and expedite its contracting process by exempting certain specified contracts from review and approval by the OAG; and

Whereas, the OAG is willing to so exempt such contracts on the terms and conditions set forth herein; and

NOW, THEREFORE, the OAG and the Department agree as follows:

A. Contacts using the templates listed below in Attachment A shall not require the review and approval of the OAG, provided that the Department complies with the terms of this Memorandum of Agreement ("MOA");

B. The Department shall:

1. utilize the templates noted below without deviation from the approved language except as provided below, and

2. use the State of Connecticut, Purchase of Service Contract (Part II) template, as amended from time to time, in conjunction with Purchase of Service contract templates listed; and

3. monitor with due diligence contract performance, provision of services and expenditures of its contractors as required by the terms of each contract, and

4. obtain and keep with the contracts any and all supporting documents required by authorities such as the Governor's Office, Office of the Policy Management, Commission on Human Rights and Opportunities and/or the Department of Administrative Services; and

5. make available upon request any and all contacts, with supporting documentation, entered into using the templates listed below for review and audit by the OAG; and

6. execute contracts using the approved templates according to instructions and advice of the OAG, and according to written and oral instructions and training and advice provided by the Department; and

7. obtain and keep with the contracts proper documentation evidencing contractor's signatory authority; and

8. bring to the attention of the OAG any problems or unusual circumstances surrounding the drafting, execution or implementation of its contracts drafted with any of the above referenced templates;

9. agree that only contracts using the templates, that are amended using the amendment templates listed below or that are exempt from OAG review by virtue of other written direction(s) of the OAG, are exempt from OAG review; and

10. agree that contracts involving the provision of legal services or the use of attorneys in any capacity are not waived from OAG review under this MOA even if the contract utilizes one of the templates listed above; and

11. agree to use, without obtaining prior approval of the OAG, the standard amendment approval form (Attachment B) attached hereto for any amendment to any contract listed herein provided the amendment is limited to changing the capacity, costs or time period of the contract. The Department will not alter the standard amendment form without submitting the proposed changes to the OAG for prior approval.

C. The OAG shall:

1. be available to consult with the Department on any legal issue arising from contracts; and

2. review and approve as appropriate new or amended templates submitted by the Department and authorize the Department to amend Attachment A accordingly; and

3. reserve the right to periodically review contracts using the templates listed above for compliance with the terms of this Agreement.

D. Copies of the templates for each program will be kept on file with each party to this agreement;

E. This Memorandum of Agreement shall become effective upon the signature of both parties and expire on September 11, 2014 unless specifically renewed in writing by Department and the OAG. This Memorandum of Agreement may be terminated upon 30 day notice at any time by either the Department or the OAG.

Effective date of this agreement is: 9/11/11

DEPARTMENT OF CHILDREN
AND FAMILIES


Joette Katz
Commissioner

9/8/11
Date

OFFICE OF THE ATTORNEY GENERAL


Nora Dannehy
Deputy Attorney General

9/9/11
Date

Attachment A

**SCOPES OF SERVICES SUBJECT TO
MEMORANDUM OF AGREEMENT BETWEEN
THE OFFICE OF THE ATTORNEY GENERAL
&
THE DEPARTMENT OF CHILDREN AND FAMILIES
Executed on September 11, 2011**

1	Adopt a Social Worker - 4/25/11
2	Care Coordination - 12/1/08
3	Care Coordination - Wheeler - 4/1/11
4	Community Based Life Skills - 4/28/10
5	Community Emergency Services (YES)
6	Community Restitution Apprentice Focused Training - 11/17/09
7	Community Support Team - 8/31/10
8	Community Targeted Re-Entry Program - 3/21/11
9	Community Transition Program - 8/13/10
10	Crisis Stabilization
11	Early Childhood Services - 6/3/11
12	Early Childhood Services - Child FIRST - 4/1/11
13	Emergency Mobile Psychiatric Service (EMPS) - 6/14/11
14	Emergency Mobile Psychiatric Service System Statewide Call Center - 4/8/11
15	Extended Day Treatment Program - 6/15/11
16	Family Advocacy - 6/14/11
17	Family Enrichment Services - 11/09/09
18	Family Reunification Services - 4/1/11
19	Family Support Team
20	Family Support: (TEEG) - 2/14/11
21	Foster and Adoptive Parent Support Services - 7/21/09
22	Foster and Adoptive Support Team (FAST) - 12/1/08
23	Foster Care and Adoptive Family Support Groups - 6/3/08
24	Foster Care Clinic - 4/25/11
25	Foster Parent Support for Medically Complex Children - 4/29/11
26	Integrated Family Violence Services - 2/13/08
27	Intensive Family Preservation - 4/8/11
28	Intensive Home Based Services: Family-Based Recovery - 4/29/11
29	Intensive Home Based Services: Functional Family Therapy (FFT) - 4/29/11
30	Intensive Home Based Services: MDFT - 7/8/11
31	Intensive Home Based Services: MDFT - Conversion - 8/5/11
32	Intensive Home Based Services: Multisystemic Therapy - 5/12/11
33	Intensive Home Based Services: Multisystemic Therapy - Family Integrated Transitions - 11/03/10
34	Intensive Home Based Services: MST Building Stronger Families - 5/6/11

35	Intensive Home Based Services: MST for Problem Sexual Behavior - 4/23/10
36	Intensive Home Based Services: Reentry and Family Treatment (RAFT) -11/19/10
37	Intensive In-Home Child and Adolescent Psychiatric Service (IICAPS)
38	Intensive In-Home Child and Adolescent Psychiatric Service (IICAPS) Consultation and Evaluation - 4/29/11
39	Joe Namath Football Camp - 5/20/10
40	Juvenile Case Management Collaborative: Outreach, Tracking and Reunification
41	Juvenile Criminal Diversion
42	Juvenile Justice Intermediate Evaluation - 8/13/10
43	Juvenile Review Board (JRB) - 4/29/11
44	Juvenile Services Educational Re-entry and Delinquency Prevention Program - 12/07/06
45	Juvenile Sexual Treatment - 3/25/11
46	Mental Health Consultation to Childcare - 1/06/10
47	Multidimensional Family Therapy Consultation and Evaluation - 11/03/10
48	MDFT - Conversion Consultation and Evaluation - 8/5/11
49	Multidimensional Treatment Foster Care - 5/12/11
50	Multidisciplinary Team
51	Multisystemic Therapy (MST) Consultation and Evaluation - 11/03/10
52	Multisystemic Therapy (MST) Transition-Aged Youth - 5/21/09
53	One on One Mentoring (OOMP) - 4/23/10
54	One on One Mentoring: Children of Parents in Prison - 4/1/11
55	One on One Mentoring Program – LGBTQ - 4/1/11
56	Outpatient Adolescent Substance Abuse Treatment - Children's Center - 5/12/11
57	Outpatient Adolescent Substance Abuse Treatment - Perception Programs- 4/25/11
58	Outpatient Psychiatric Clinic for Children - 3/25/11
59	Parent Assessment and Clinical Education Services – 6/14/11
60	Parenting Classes - 3/25/11
61	Parent Project - 9/28/10
62	Performance Improvement Center - 5/12/10
63	Permanency Placement Services Program - 4/1/11
64	Physical and Sexual Abuse Evaluation - 11/03/06
65	Positive Youth Development - Bridge - 4/8/11
66	Positive Youth Development – McCall - 4/1/11
67	Positive Youth Development: Strengthening Families – CHR
68	Positive Youth Development – West Haven
69	Positive Youth Development – Windham
70	Positive Youth Development - Yale - 7/5/11
71	Positive Youth Development – Y-US, Inc.
72	Preparing Adolescents for Self-Sufficiency (PASS) Group Home - 4/23/10
73	Prison Transportation: Buddy Bus Program
74	Residential Substance Abuse Treatment – Children's Center of Hamden - 8/31/10
75	Respite Care Services - 10/13/09
76	Substance Abusing Families At Risk (SAFAR): High Risk Infant Program L&M

77	Safe Home - 4/1/11
78	Short Term Assessment and Respite Home - 4/8/11
79	Sibling Connections Camp - 4/23/10
80	Specialized Group Home with Behavioral Health and Support Services - 12/01/08
81	Supportive Housing for Families - 4/1/11
82	Supportive Work, Education and Transition Program (SWETP) - 4/23/10
83	Supportive Work, Education and Transition Program – Bridgeport - 12/02/06
84	Therapeutic Child Care - ABCD - 4/29/11
85	Therapeutic Child Care - FSGW - 4/1/11
86	Therapeutic Foster Care - 2/05/10
87	Therapeutic Foster Care and Service Area Lead Agency - 2/05/10
88	Therapeutic Foster Care – Medically Complex
89	Therapeutic Foster Care - Statewide - 3/18/10
90	Therapeutic Group Home - 6/3/11
91	Work/Learn Youth Program - 2/02/07
92	Y2K Yes 2 Kids Adoption - 4/1/11

ATTACHMENT B

Amendment Approval Form

CONTRACT AMENDMENT

Contract No. _____
Amendment No. _____
Term of Contract ____/____/____ to ____/____/____

The Contract between _____ (the Contractor) and the Department of Children and Families (the Department) which was executed by the parties on ____/____/____ (and subsequently amended on ____/____/____ is hereby (*further*) amended as follows:

(Please select those which apply, number them in order and delete those, which do not apply)

- # _____ Additional funding in the amount of \$ _____ is awarded under this contract For State Fiscal Year _____ to provide an additional _____ % Cost of Living Adjustment (COLA).
- # _____ The term of the contract is extended for an additional _____ Monthly/years and the end date of the contract is changed from ____/____/____ to ____/____/____.
- # _____ Additional funding in the amount of \$ _____ is provided to fund the extended term of the contract as noted in # _____, above, of this Amendment.
- # _____ The Contractor shall adhere to the approved budget, negotiated with the Department, in compliance with Part I, Section E, Clause 4 of this contract. The approved budget as modified above consists of page _____ through page _____ of this Amendment.
- # _____ The additional funding noted above is awarded for the _____ Program. Specific services to be provided by the contractor are described on page _____ through page _____ of this Amendment.
(NOTE: If you select this item, this Amendment must be signed by the OAG UNLESS you use previously approved template language, i.e. from an already approved template for any of the programs on the Attachment A.)
- # _____ Effective on ____/____/____, the per diem / fee for service rate for _____ services Is increased/decreased from \$ _____ per day/unit to \$ _____ per day/unit.
- # _____ The total maximum amount payable under this contract is increased / decreased by \$ (*new funding OR amount of reduction*), from \$(*former maximum*) to \$(*new maximum*).

All provisions of this contract (as previously Amended), except those specifically changed by this Amendment, remain in full force and effect.